

## PLANNING COMMISSION MEETING MINUTES

On this the 21st day of October 2015, the Planning Commission of the City of Rosenberg, Fort Bend County, Texas, met in a regular meeting at the Rosenberg City Hall Council Chamber, 2110 4<sup>th</sup> Street, Rosenberg, Texas 77471.

### COMMISSIONERS PRESENT

James Urbish	Planning Commissioner Chairperson
Lester Phipps, Jr.	Planning Commission Vice Chairperson
Wayne Poldrack	Planning Commission Secretary
Sergio Villagomez	Planning Commissioner
Steven Monk	Planning Commissioner
Charlotte Davis	Planning Commissioner

### NOT PRESENT

Susan Euton	Councilor, District No. 2
Charles Kalkomey	City Engineer

### STAFF PRESENT

Cynthia A. McConathy	Mayor
Travis Tanner	Executive Director of Community Development
Janet Eder	Senior Administrative Specialist

### OTHERS PRESENT

Robert Doley	Robert Doley, Planner (Bonbrook Plantation South)
Jesse Givens	AGS Consultants, LLC (Searcy Franchise)

### CALL TO ORDER

Chairperson Urbish called the meeting to order at 3:58 p.m.

### AGENDA

#### 1. CONSIDERATION OF AND ACTION ON MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF SEPTEMBER 16, 2015.

**Action Taken:** Vice Chairperson Phipps moved, seconded by Commissioner Poldrack to approve the minutes of the Regular Planning Commission Meeting of September 16, 2015 as presented. The motion carried unanimously.

#### 2. HOLD PUBLIC HEARING ON THE 2035 ROSENBERG COMPREHENSIVE PLAN.

**Executive Summary:** Chapter 213 of the Texas Local Government Code provides for municipalities the authority to adopt comprehensive plans for the long-range development of the community. Further, one of the duties of the Planning Commission as specified in the City Charter is to make and amend the master plan for the physical development of the City.

The Local Government Code requires that a public hearing be held on the Plan. While there are no specific notification requirements, notice of the hearing was advertised in the Fort Bend Herald in advance of this meeting. The notice is attached for review.

It should be noted that, in addition to this hearing, development of this Plan at a minimum involved the following types of public participation:

- "Listening sessions" (or focus groups) with 27 participants;
- Community workshop with 42 participants;

- Online discussion forum with 427 users and over 5,000 views;
- Three (3) Planning Commission briefings;
- One (1) midpoint City Council briefing; and
- Draft Plan chapters posted on City website for review ([www.ci.rosenberg.tx.us/compplan](http://www.ci.rosenberg.tx.us/compplan)).

Staff recommends holding the hearing prior to the Planning Commission taking action on the *Rosenberg 2035 Comprehensive Plan*.

#### **Key Discussion**

1. Mr. Tanner presented the item and reviewed the Executive Summary.

***Chairperson Urbish opened the public hearing at 3:59 p.m. After three calls for speakers, no one came forward. Chairperson Urbish closed the public hearing at 4:01 p.m.***

### **3. CONSIDERATION OF AND ACTION ON A LAND PLAN OF BONBROOK PLANTATION SOUTH, A SUBDIVISION OF 144.14 ACRES LOCATED IN THE WILEY MARTIN LEAGUE, ABSTRACT NO. 56, FORT BEND COUNTY, TEXAS, 368 LOTS IN 16 BLOCKS, 40.7442 ACRES IN 15 RESERVES.**

**Executive Summary:** A Land Plan has been submitted for Bonbrook Plantation South consisting of 144.14 acres of land. The 144-acre tract is generally located south of the existing Bonbrook Plantation development and east of the intersection of Benton and Rohan Roads. Further, the property is located in the Extraterritorial Jurisdiction (ETJ) and in Fort Bend County MUD No. 155. The Plan consists of 368 proposed lots and over forty (40) acres in fifteen (15) reserves.

The subject property was annexed into Fort Bend County MUD No. 155 as approved by City Council in May 2014. Specifically, it should be noted all proposed lots must conform to current development standards, and it would appear that they do. The proposed Plan contains 41 percent sixty-foot (60') lots and 59 percent sixty-five-foot (65') lots. The Plan also conforms to current parkland dedication standards. Additionally, the east side of the development provides for a north-south collector street "stub out" to eventually connect to Stonecreek Estates when the property between the two is developed.

Staff has no objection and recommends approval of the Land Plan of Bonbrook Plantation South.

#### **Key Discussion:**

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Commissioner Villagomez inquired if the developer of Bonbrook Plantation South or the City have any stipulations regarding flooding or overfill from the ponds located within the subdivision.
- Mr. Tanner replied that the ponds must meet the requirements of the Fort Bend County Drainage District.
- Commissioner Poldrack inquired about the price range of homes and if the Reserve was designated for multi-family.

**Action taken:** Commissioner Poldrack moved, seconded by Commissioner Villagomez, to approve the Land Plan of Bonbrook Plantation South, a subdivision of 144.14 acres located in the Wiley Martin League, Abstract No. 56, Fort Bend County, Texas, 368 lots in 16 blocks, 40.7442 acres in 15 reserves. The motion carried unanimously.

### **4. CONSIDERATION OF AND ACTION ON A PRELIMINARY PLAT OF SEARCY FRANCHISE, A SUBDIVISION OF 1.9337 (84.231 SQUARE FEET) OF LAND SITUATED IN THE G.M. STONE LEAGUE, ABST. NO. 312, CITY OF ROSENBERG, FORT BEND COUNTY, TEXAS.**

**Executive Summary:** The Preliminary Plat of Searcy Franchise consists of 1.9337 acres located on the north side of U.S. 59/I-69 immediately east of Discount Tire. The Plat is within the City limits and not in a utility district.

The property will take access from the existing access easement/drive that is located in Reserve "A" and currently serves Discount Tire. Cross access will also continue from the west across the north side of proposed Reserve "B." Reserve "B" will have on it a proposed Golden Corral restaurant. A preliminary site plan has been submitted and appears to comply with applicable standards. While it is located in the West Fort Bend Management District, the developer sought and received variances to the setback requirements allowing for twenty-five-foot (25') front and ten-foot (10') interior building setbacks; and for ten-foot (10') front and five-foot (5') interior parking setbacks.

There being no conflicts with applicable regulations, staff recommends approval of the Preliminary Plat of Searcy Franchise.

**Key Discussion:**

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Commissioner Villagomez inquired about the developer's time frame for submitting the Final Plat of Searcy Franchise.
- Mr. Tanner replied that the developer has six (6) months to apply for the Final Plat.
- Commissioner Poldrack inquired if the City has plans to connect Rice to US 59.
- Mr. Tanner replied that the Thoroughfare Plan includes Rice to the north of this development.
- Commissioner Poldrack inquired about a dedicated right-of-way at this time.
- Mr. Tanner replied that there was not.

**Action Taken:** Vice Chairperson Phipps moved, seconded by Commissioner Villagomez to approve the Preliminary Plat of Searcy Franchise, a subdivision of 1.9337 (84,231 square feet) of land situated in the G.M. Stone League, Abst. No. 312, City of Rosenberg, Fort Bend County, Texas. The motion carried unanimously.

**5. CONSIDERATION OF AND ACTION ON A FINAL PLAT OF THE TRAILS AT SEABOURNE PARKE SECTION THREE, A SUBDIVISION OF 23.495 ACRES LOCATED IN THE G.M STONE 1/3 LEAGUE SURVEY, ABSTRACT 312, CITY OF ROSENBERG, FORT BEND COUNTY, (FORT BEND MUNICIPAL UTILITY DISTRICT NO. 147); 97 LOTS, 2 RESERVES, 3 BLOCKS.**

**Executive Summary:** The Final Plat of The Trails at Seabourne Parke Section Three consists of approximately 23.495 acres and 97 single-family residential lots. It is located south of J. Meyer Road off of Sandy Sea Road, east of The Trails at Seabourne Parke Section Two and south of The Trails at Seabourne Parke Section One. It is generally in the southeast quadrant of The Trails at Seabourne Parke adjoining Seabourne Creek to the east. The Plat is located within the City Limits and in Fort Bend County MUD No. 147.

All proposed lots are fifty feet (50') in width and a minimum of 6,000 square feet in size since the Land Plan was approved before the current standards relating to lot size. The Plat conforms to the approved Land Plan dated June 2003, which is attached for review. The development was assigned to LGI Homes in 2014. LGI is developing in accordance with the previously approved Land Plan.

The Preliminary Plat of this subdivision was approved by the Planning Commission on June 17, 2015. There being no conflicts with applicable regulations or with the approved Land Plan or Preliminary Plat, staff recommends that the Planning Commission recommend approval to City Council of the Final Plat of The Trails at Seabourne Parke Section Three.

**Key Discussion:**

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Commissioner Poldrack inquired about road improvements.
- Mr. Tanner replied that road improvements are being worked on. The City received a schedule of road improvements and completion was expected by the end of October or the first part of November. Mr. Tanner stated that the ten feet of right-of-way needed for road improvements has been dedicated on the south side of J Meyer Road. No additional permits may be obtained for Section Two or beyond until the road improvements have been completed.
- Commissioner Poldrack stated that he understood that the Final Plat of The Trails at Seabourne Parke Section Three was not going to be considered for Planning Commission approval prior to completion and approval of the road improvements by the City.
- Mr. Tanner replied that the development agreement would need to be reviewed again for clarification. Mr. Tanner stated that the Final Plat of The Trails at Seabourne Parke Three would not go to City Council until around the time the road improvements have been completed.

**Action Taken:** Commissioner Villagomez moved, seconded by Vice Chairperson Phipps, to recommend approval to City Council of the Final Plat of The Trails at Seabourne Parke Section Three, a subdivision of 23.495 acres located in the G.M Stone 1/3 League Survey, Abstract 312, City of Rosenberg, Fort Bend County, (Fort Bend Municipal Utility District No. 147); 97 lots, 2 reserves, 3 blocks. The motion carried by a vote of five "ayes" to one "no". **AYES: Chairperson Urbish, Vice Chairperson Phipps, Commissioners Villagomez, Monk and Davis. NO: Commissioner Poldrack.**

6. **CONSIDERATION OF AND ACTION ON A FINAL PLAT OF WALNUT CREEK SECTION TWELVE, A SUBDIVISION OF 13.814 ACRES CONTAINING 46 LOTS, 4 BLOCKS AND 4 RESTRICTED RESERVES OUT OF THE WILEY MARTIN LEAGUE, A-56, FORT BEND COUNTY, TEXAS.**

**Executive Summary:** The Final Plat of Walnut Creek Section Twelve is a proposed subdivision consisting of forty-six (46) residential lots, four restricted reserves, and four blocks located off of Irby Cobb Boulevard in the northeast part of the Walnut Creek Development. The proposed Plat is located in the Extraterritorial Jurisdiction (ETJ), in Fort Bend County MUD No. 152, and east of Walnut Creek Section Eleven.

The subdivision consists of sixty-foot (60') lots in accordance with the approved Land Plan for Walnut Creek and applicable standards. The Preliminary Plat of this subdivision was approved by the Planning Commission on April 15, 2015, and an updated Land Plan reflecting the current subdivision layout was later approved by the Commission on September 16, 2015.

The Final Plat is not in conflict with any applicable standards, the revised Land Plan, or the approved Preliminary Plat. That being said, staff recommends that the Planning Commission recommend approval to City Council of the Final Plat of Walnut Creek Section Twelve.

**Key Discussion:**

- Mr. Tanner presented the item and reviewed the Executive Summary.

**Action Taken:** Commissioner Poldrack moved, seconded by Vice Chairperson Phipps to recommend approval to City Council of the Final Plat of Walnut Creek Section Twelve, a subdivision of 13.814 acres containing 46 lots, 4 blocks and 4 restricted reserves out of the Wiley Martin League, A-56, Fort Bend County, Texas. The motion carried unanimously.

7. **CONSIDERATION OF AND ACTION ON THE ROSENBERG 2035 COMPREHENSIVE PLAN.**

**Executive Summary:** As the Planning Commission is well aware, over approximately the last year, Rosenberg has been in the process of updating its Comprehensive Plan for the first time since 1995. Chapter 213 of the Texas Local Government Code provides for municipalities the authority to adopt comprehensive plans for the long-range development of the community. Further, one of the duties of the Planning Commission as specified in the City Charter is to make and amend the master plan for the physical development of the City.

Rosenberg is currently experiencing tremendous growth and has grown from 23,000 to 37,000 residents (over 60%) since its last comprehensive plan. The City's growth rate has accelerated recently due to factors such as the build-out of Sugar Land, and increased employment opportunities, to our immediate north. Further, it is anticipated that our population could double in the next thirty (30) years. Comprehensive planning relates to the City having a role in what the other half of development in Rosenberg will be like and how it will function, in addition to maintaining the existing character of the community. With factors like the West Fort Bend Management District standards no longer being in place, the City has an increased responsibility to plan and determine what standards are needed for future development.

This project had been prioritized and budgeted for several years, and a professional services agreement with Kendig Keast Collaborative was approved by City Council in August 2014 to complete the Plan. Since that time, a great deal of public input has gone into it including, but not limited to, the following:

- "Listening sessions" (or focus groups) with 27 participants;
- Community workshop with 42 participants;
- Online discussion forum with 427 users and over 5,000 views;
- Three (3) Planning Commission briefings;
- One (1) midpoint City Council briefing; and
- Draft Plan chapters posted on City website for review ([www.ci.rosenberg.tx.us/compplan](http://www.ci.rosenberg.tx.us/compplan)).

Additionally, the Local Government Code requires that a public hearing be held on the Plan. While there are no specific notification requirements, notice of the hearing was advertised in the Fort Bend Herald.

The proposed Plan offers a range of strategies for managing our rapid growth; the extent to which it is implemented is fully up to the City. Due in part to the project budget, City staff had a significant role in the creation of the Plan. This was useful, however, because the consultant was given specific information on what policies may be appropriate for Rosenberg. The result is a Plan that contains what I believe are many practical

solutions that could be implemented here. It does not recommend zoning, for example. It should also be noted that, until approved, the Plan remains in "draft" form.

The Comprehensive Plan report was previously distributed to the Commission. Due to the document's size, it has not been included as a supporting document for this item. A full copy is available for public review in the City Secretary's office for viewing at any time.

Staff recommends that the Planning Commission recommend approval to City Council of this Plan, *Rosenberg 2035 Comprehensive Plan*. Following a recommendation by the Planning Commission, the Plan will be submitted for City Council review and approval.

**Key Discussion:**

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Commissioner Poldrack inquired if the City was committed to the changes of the 2035 Comprehensive Plan.
- Mr. Tanner replied that the City was not committed to the items in Comprehensive Plan. The 2035 Comprehensive Plan simply provides a guide for action and support for the City and Council. Mr. Tanner stated the 2035 Comprehensive Plan provides documentation for possible grant funding in the future.
- Commissioner Poldrack inquired if the 2035 Comprehensive Plan would be considered an ordinance.
- Mr. Tanner replied that the 2035 Comprehensive Plan would not be an ordinance, but would likely be passed by a resolution.
- Commissioner Poldrack inquired if the City was pleased with the cities used for the comparison study.
- Mr. Tanner replied that the City was pleased with the results. The cities chosen for comparison were similar in growth, population and location within the metro area.
- Chairperson Urbish stated that he was very impressed with the valuable information and statistics provided in the 2035 Comprehensive Plan. Chairperson Urbish stated that he was surprised with the suggested narrow street widths in the subdivisions.
- Mr. Tanner stated that the street width could vary from a more urban area to rural.
- Commissioner Poldrack commented about the importance of transportation prior to the development of the property.
- Commissioner Poldrack inquired about zoning regulations and how the regulations must be adopted in conformance with a Comprehensive Plan.
- Mr. Tanner replied that if a City accepts zoning, the zoning must be in compliance with the Comprehensive Plan.
- Chairperson Urbish commented on the landscaping for developments and the low water consumption required.
- Commissioner Poldrack inquired about the boundaries of a Municipal Utility District (MUD) and the drilling of a water well.
- Mr. Tanner replied that the developer must be a participant in the regional ground water reduction plan.
- Commissioner Poldrack stated that the water issue was not addressed in the 2035 Comprehensive Plan.
- Mr. Tanner replied that the water issue was addressed previously in a separate project; therefore it was not included in the scope of this project.

**Action Taken:** Vice Chairperson Phipps moved, seconded by Commissioner Poldrack to approve the Rosenberg 2035 Comprehensive Plan. The motion carried unanimously.

**8. REVIEW AND DISCUSS THE CITY OF ROSENBERG 2016 PLANNING COMMISSION MEETINGS AND SUBMITTAL DEADLINES CALENDAR (CALENDAR).**

**Executive Summary:** Staff has included this item for the Planning Commission to consider and take action on the proposed City of Rosenberg 2016 Planning Commission Meetings and Submittal Deadlines Calendar (Calendar). Alternate deadline dates have been noted to accommodate the holidays.

Staff recommends approval of the proposed Calendar as presented.

**Key Discussion:**

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Chairperson Urbish suggested that the Planning Commission meeting time be moved to 5:00 p.m.
- Commissioner Villagomez replied that his schedule was flexible.
- Mr. Tanner replied that the meeting time could be discussed at the next Planning Commission meeting.

*No action was taken.*

**9. CONSIDERATION OF AND ACTION ON REQUESTS FOR FUTURE AGENDA ITEMS.**

**Executive Summary:** This item allows the Planning Commission the opportunity to request that items be placed on future agendas.

**Key Discussion:**

- Commissioner Poldrack inquired about the application process for a Variance Request.
- Mr. Tanner stated that the City's consultant will draft new standards for applicants filing a Variance Request.

*No action was taken.*

**10. ANNOUNCEMENTS.**

No announcements at this time.

**11. ADJOURNMENT.**

There being no further business, Chairperson Urbish adjourned the Rosenberg Planning Commission meeting at 4:57 p.m.



Janet Eder  
Senior Administrative Specialist